

Converting to Critical Access Hospital WITHOUT Changes in Staffing or Services

These are the six primary steps to convert a hospital to a Critical Access Hospital (CAH) when there are no changes in staffing or services:

1. Meet the conditions in the Alaska Rural Health Plan as follows:
 - Complete a CAH Financial Feasibility Analysis (funding may be available)
 - Complete a Community Needs Assessment (funding may be available)
 - Establish a relationship with a Referral Hospital
 - Complete a Community Education Plan
 - Complete an EMS Plan

Note: The Community Education Plan may be as basic as holding open public meetings to discuss the conversion to CAH such as open Hospital Board meetings or City Council Meetings. The EMS Plan will also be very basic since there are no changes in the operations of the hospital. If one of these conditions has been met within the last few years, it may be waived by the Rural Hospital Flexibility Program Steering Committee.
1. Make an application to Health Facilities Licensing and Certification (HFL&C) section for a change in hospital certification.
2. Be in compliance with all of the acute care requirements of a hospital.
3. Have an on-site survey conducted by HFL&C.
4. If HFL&C determines that the hospital meets the CAH requirements, they will notify HCFA.
5. The hospital will be certified as a CAH and continue to be licensed as they were prior to conversion.
6. Notify the Medicare Fiscal Intermediary about the change to CAH so that reimbursement can be changed to reflect the new certification.